

**Borough of Helmetta  
Reorganization Meeting  
January 4, 2021  
7:00 p.m.**

Call to Order

Notice of Publication

Salute to the Flag

Certification of Election Results of  
November 5, 2020.....Sandra Bohinski, Municipal Clerk

Administration of Oath of Office to:  
Noreen Carolan-Genthe  
Joseph Perez

Calling of the Roll

Public Portion

Election of Council President

Consent Agenda Resolution

Administration of Oath of Offices

Adjournment

**RESOLUTION  
# 2021– 50**

**CONSENT AGENDA**

The following routine items and resolutions will be adopted in unison as a Consent Agenda:

- #02 Appointment of Borough Attorney - Joseph D. Youssouf, Esq.
- #03 Rules to Govern in 2021
- #04 Appointments of Standing Committees
- #05 Meeting Dates for 2021
- #06 Appointment of Borough Auditor - Gerard Stankiewicz, CPA, RMA
- #07 Appointment of Borough Engineer - Terence M. Vogt
- #08 Appointment of Borough Planner - Terence M. Vogt
- #09 Appointment of Labor and Employment Counsel - Matthew Giacobbe, Esq.
- #10 Appointment of Municipal Prosecutor – Jennifer Burgess, Esq.
- #11 Appointment of Public Defender - Thomas Roselli
- #12 Appointment of Acting Municipal Court Administrator – Dana Mahan
- #13 Appointment of Municipal Court Staff- Christine Hughes & Lori Kartelias
- #14 Appointment of Fire Marshal- Joseph Kotora
- #15 Appointment of Tax Search Official- Tina McDermott
- #16 Appointment of Assessment Search Official - Sandra Bohinski
- #17 Appointments of Assistant Tax Collector and Utility Revenue Collector - Carol Feig
- #18 Appointment of Back-Up Water Operator – Paul Reed
- #19 Appointment of Purchasing/Buyer - Sandra Bohinski
- #20 Appointment of Council Representative to Planning Board- Ronald Dzingsleski
- #21 Appointment of Middlesex County Housing and Community Development Representative – Joseph Reid
- #22 Appointment of Alternate to Middlesex County Housing and Community Development Representative - Peter Karczewski
- #23 Appointment of Flood Control Commission Representative - Paul Reed
- #24 Appointment of Alternate to Transportation Coordinating Committee - Joseph Perez & Joseph Reid
- #25 Approval of Cash Management Plan for 2021
- #26 Returned Check Charge
- #27 Cancellation of Minimum Balances
- #28 Authorization to Conduct Tax Lien Sale
- #29 Interest on Delinquent Taxes
- #30 Penalties for Delinquencies over \$10,000
- #31 Interests on Delinquent Water & Sewer Payments
- #32 Official Newspapers - Home News Tribune & Sentinel
- #33 Authorization of a Petty Cash Fund
- #34 Custodian of Petty Cash Fund – Matthew Crane
- #35 Approval of 2021 Temporary Budget Appropriations
- #36 Appointment of Public Compliance Agency Officer - Sandra Bohinski
- #37 Appointment of Registered Recycling Coordinator – Paul Reed
- #38 Appointment of Deputy Recycling Coordinator - Sandra Bohinski
- #39 Appointment of Business Administrator- Matthew Crane
- #40 Appointment of Abandoned/Vacant Property Official - Joseph Kotora
- #41 Representative to Solid Waste Advisory (SWAC) – Paul Reed
- #42 Appointment of Council Representative to Middlesex County Health & Wellness Council- Noreen Carolan-Genthe
- #43 Appointment of Office of Emergency Management (OEM) Coordinator- Jack Kramer
- #44 Appointment of Office of Deputy Emergency Management (OEM) Coordinator- Kevin Palmer

- #45 Appointment of Certified Public Works Manager - Darren Doran
- #46 Appointment of Water and Sewer Operator – Darren Doran
- #47 Appointment of Deputy Registrar – Tina McDermott
- #48 A Resolution authorizing the award of a contract for Professional Services to Gluck Walrath LLP as Borough Bond Counsel for the Borough for the 2021 Calendar Year
- #49 Authorization to accept a subgrant award for the fiscal year 2020

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#2021 - 01**

**COUNCIL PRESIDENT**

BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta,  
County of Middlesex, State of New Jersey that

Is hereby elected COUNCIL PRESIDENT.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County,  
New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by  
the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk



**RESOLUTION**  
**#2021 - 02**

**A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES TO JOSEPH D. YOUSSEUF, ESQ. FOR LEGAL SERVICES AS THE BOROUGH ATTORNEY FOR THE 2021 CALENDAR YEAR**

WHEREAS, the Borough of Helmetta (the "Borough") has determined that there exists a need for legal services for the 2021 calendar year; and

WHEREAS, Joseph D. Yousseuf, Esq., has submitted a proposal indicating that he will provide legal services as the Borough Attorney for the Borough of Helmetta at the rate of \$400.00 per meeting and \$140.00 per hour for ordinance preparation, resolutions and formal opinion letters to be paid quarterly upon submission of invoice; and

WHEREAS, the term of this contract is one (1) year from January 1, 2021 to December 31, 2021; and

WHEREAS, funds are or will be available for this purpose; and

WHEREAS, Joseph D. Yousseuf, Esq. has completed and submitted a Helmetta Borough Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Joseph D. Yousseuf, Esq. has completed and submitted the necessary disclosure of political contributions pursuant to NJ.S.A. 19:44A-20.26; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, NJ.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Borough Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the Borough.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Joseph D. Yousseuf, Esq. for the provision of legal services as the Borough Attorney for the 2021 calendar year; and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under NJ.S.A. 40A:11-5; and

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 1-01-21-712-020.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
 SANDRA BOHINSKI, RMC  
 Municipal Clerk

**RESOLUTION**  
**#2021 - 03**

**RULES TO GOVERN IN 2021**

WHEREAS, the members of the Governing Body have read the proposed Rules of the Borough Council for the Borough of Helmetta which were compiled in 1994 and since amended; and

WHEREAS, the Governing Body finds said rules to be acceptable for the purpose of conducting the meetings of the Borough Council.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Mayor and Council that the Rules of the Council of the Borough of Helmetta, Middlesex County, New Jersey be and they are hereby adopted as the official rules governing the Borough Council of the Borough of Helmetta for the year 2021.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RULES OF THE COUNCIL  
OF THE  
BOROUGH OF HELMETTA  
MIDDLESEX COUNTY STATE OF  
NEW JERSEY YEAR - 2021**

RULE NUMBER ONE:

The Meetings of the Mayor and Borough Council of the Borough of Helmetta shall be held on the third Wednesday of each month at seven p.m., prevailing time, in the Borough Council Chambers in the Municipal Building, provided, however, that in the event any such Business Session shall fall due upon a Legal Holiday then such Business Session shall be held as called by motion duly adopted at the previous meeting.

Special Meetings of the Mayor and Borough Council of the Borough of Helmetta shall be called and held as provided by Statute and upon written notice designating the time and place of said Special Meeting, signed by the Mayor or four (4) members of the Borough Council, which Notice shall be given to all Members of the Council at least forty-eight (48) hours before the time of said Special Meeting.

Continued and Adjourned Meetings of the Mayor and the Borough Council of the Borough of Helmetta shall be called and held at the time and place designated by motion or resolution under which it is held.

RULE NUMBER TWO:

Each Business Meeting shall be conducted in the following prescribed manner:

Meeting shall be called to Order by the Presiding Officer

Pledge of Allegiance

Moment of Silence

Meeting of Notice of Compliance with the Open Public Meetings Law

Calling of the Roll

Public Portion

Consent Agenda

Action on Minutes of previous meeting

Reciting of Ordinance, by title only, on second reading and Public Hearing thereon

Report of Mayor

Report of Borough Attorney.

Reading and consideration of Memorials, Petitions and Communications

Reading of communications shall be as follows: All communications received by the Mayor and Borough Council shall be prepared in digest form and entered upon the minutes of the Regular Meeting Agenda and submitted as follows:

Dated:            Recipient:            Sender:            Text:

and the communications shall not be read in full nor shall the list be read in total unless specified by the Mayor and or Council Member

Reading of Resolutions not listed on the Consent Agenda

Reports of Committees

Unfinished Business of previous meeting  
New Business  
Reciting by title only of Ordinances for introduction for First Reading  
Public Hearings other than called for by Special Meeting  
Adjournment

RULE NUMBER THREE:

The Council shall have the discretion to permit, prohibit or regulate the active participation of the public at any Meeting; however, the Council shall be required to set aside a portion of every Meeting for public comment on any governmental issue that a member of the public feels may be of concern to the residents of the Borough. The Council has determined to set aside up to sixty minutes (one hour) for the Public Portion of all Council Meetings. The Council shall have the discretion to waive this one hour limitation on a case-by-case basis if the circumstances so warrant it, thereby allowing the Public Portion of a given Meeting to exceed one hour.

The Council shall enforce a "Five (5) Minute Rule" upon each individual of the public desiring to speak during the Public Portion of a Council Meeting. The Five Minute Rule shall give each individual of the public one turn to speak per meeting, for up to five minutes. Once each individual is done speaking, even if the five minutes timeframe has not yet run, such individual's turn to speak is over. The Council has the discretion to waive the Five-Minute Rule on a case-by-case basis if the circumstances so warrant it.

During the Public Portion of any Council Meeting, members of the public may only speak on topics of concern to the residents of the Borough. During the Public Portion of any Meeting, the members of the public as well as all Members of the Governing Body shall be courteous and respectful to one another. No comments and/or behavior that are considered disrespectful, ill-willed, or with the intent to harass shall be tolerated. If such behavior occurs, then that individual member of the public will be asked to sit down and his or her turn to speak will be over, even if the five minutes is not up.

RULE NUMBER FOUR:

When a sufficient number of Members to constitute a quorum are present, the Mayor or in his/her absence, the President of the Council in his/her absence, the President of the Council pro-tern, whom the quorum shall appoint, shall call them to order. Three members and the Mayor, or four members, constitute a quorum.

RULE NUMBER FIVE:

As soon as the Meeting comes to Order, the Clerk shall call the Roll and note the absentees. In case of the absence of the Clerk, the Presiding Officer shall appoint a Clerk Pro-Tern.

RULE NUMBER SIX:

Any Member of the Governing Body shall have the right to submit a resolution

for consideration of the Council, and the Presiding Officers, whether it is the Mayor or the President of the Council, shall have no right to prevent such resolution from being read or voted upon. In the event such Presiding Officer shall decline to permit any such resolution to be voted upon, any member of the Council shall thereupon have the right to call the roll and request a vote thereon, provided, however, in the event that such refusal is rendered in the first instance by the Mayor, the President of the Council shall have priority over other Council Members to call for such vote.

RULE NUMBER SEVEN:

When a question is under debate, no motion shall be in order, unless to recess, to refer, or to amend and these shall have precedence in the order in which they are named, the first three of which shall be decided without debate. A motion to commit or refer, until it is decided shall preclude all amendments of the main question.

RULE NUMBER EIGHT:

When a motion has been made and seconded, it shall be stated by the Presiding Officer before it is open for discussion, and after thus being stated, it shall be deemed in the possession of the Council, but may be withdrawn or amended by the mover at any time before discussion.

RULE NUMBER NINE:

When an Ordinance is presented, the Presiding Officer shall direct it to be read by title only by the Clerk, and when it is agreed that the same shall be taken up, it shall then be read and decided upon, after which the main question shall be put: "Shall the Ordinance be adopted on First Reading by title only and advertised as required by law for Public Hearing on Second Prior to Final Passage?" When an Ordinance is taken up on Final Passage after Public Hearing, it shall be read by title only, and after the reading of the title the vote shall be taken. Any Ordinance may be amended at First Reading or at a Public Hearing prior to Final Passage.

RULE NUMBER TEN:

The Ayes and Nays may be called for by any Member and being so called, the names of those who voted for or against any question, if requested by any Member, shall be entered upon the Minutes.

RULE NUMBER ELEVEN:

When a Member intends to speak upon a question, he shall acknowledge the Chair only in his opening remarks, thenceforth; he/she shall confine himself/herself to the question and avoid personalities. Should more than one member speak at one time, the Presiding Officer shall determine who is entitled to the floor.

RULE NUMBER TWELVE:

The previous question may be called for by any Member, and if seconded, shall be put in this manner: "Shall the main question now be put?" and until it is decided, shall preclude all amendments to the main question and all further debate.

RULE NUMBER THIRTEEN:

Any Member may call another Member to order while speaking, when the debate shall be suspended and the Member shall not speak until the point of order is determined. When the appeal from the decision of the Chair is called for, no other questions but the point of appeal shall be debated, when the question shall be put "Shall the decision of the Chair be sustained 7"

RULE NUMBER FOURTEEN:

When any question is stated, and the Council agrees it to be put, no Member shall be at liberty to withhold his vote. A "Pass Vote" shall be considered a "Yes Vote". An Abstention Vote shall be not counted as "Yes Vote" or a "No Vote under any circumstance.

RULE NUMBER FIFTEEN:

A motion to adjourn shall always be in order and decided without a debate.

RULE NUMBER SIXTEEN:

At the Annual Reorganization Meeting, or at the First Meeting, or at the First Regular Meeting thereafter in January, the Council may establish all Standing Committees, and all other Committees not covered by State Statute, which appointments shall be approved by a majority vote of the Council. In the event the Council shall fail, refuse or neglect to establish such committees, or if the Council shall decline to approve and confirm any all of the same, the said Council shall have the right or power to make such appointments thereafter by majority vote. Special Committees may be appointed by the Mayor from time to time. Each Standing Committee shall consist of at least two Members and the Mayor shall be an Ex-Officio Member of all Committees and Departments.

RULE NUMBER SEVENTEEN:

The Chairman of the Department or Special Committee shall be specifically named as such. It shall be his duty to give notice of the time and place of such meetings for the purpose of preparing the business for which they are appointed.

RULE NUMBER EIGHTEEN:

Standing Committees of the Borough Council shall be the following:

- Committee on Finance
- Committee on Public Safety
- Committee on Public Works/Public Property
- Committee on Recreation/Public Events
- Committee on Sanitation/Recycling
- Committee on Education

RULE NUMBER NINETEEN:

The names of the Members of the Council when called by the Clerk on any question shall be called in the following manner: the Council President will be called first and the remaining Council Members shall be called in alphabetical order.

RULE NUMBER TWENTY:

All bills, before they are presented to Council, shall be itemized, sworn to and certified by the Officer in whose Department the indebtedness has been incurred, when they shall be referred to the Finance Committee, which Committee shall report them to the Council favorable over the required signatures, and if they shall be in compliance with statute, they shall be acted upon by motion.

RULE NUMBER TWENTY -ONE:

None of those rules of this Council, or part thereof, shall be amended, suspended or superseded, without at least the consent of two-thirds of the entire Council.

RULE NUMBER TWENTY-TWO:

All Rules of the Borough Council, heretofore adopted and inconsistent herewith, are hereby repealed.

CERTIFICATION

The aforesaid document represents a true and compared compilation of the Rules of the Borough Council of the Borough of Helmetta, New Jersey as the same are on record and on file in my office.

Sandra Bohinski, RMC  
Municipal Clerk



**RESOLUTION**

**# 2021 - 04**

**APPOINTMENT OF STANDING COMMITTEES**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Helmetta, County of Middlesex, and State of New Jersey, that the following named persons are hereby appointed as members of the respective Standing Committees for the Borough of Helmetta, County of Middlesex, and State of New Jersey for a term to expire 12/31/21.

|  |   |
|--|---|
| <b>Finance</b>   | Joseph Perez & Michael Duffy              |
| <b>Public Safety</b>   | Pete Karczewski & Ronald Dzingleski       |
| <b>Public Works/Public Property</b>                                | Michael Duffy & Pete Karczewski           |
| <b>Recreation/Public Events</b>                                    | Ronald Dzingleski & Noreen Carolan-Genthe |
| <b>Sanitation/Recycling</b>  | Joseph Reid & Peter Karczewski            |
| <b>Education</b>   | Noreen Carolan-Genthe                     |
| <b>Middlesex County Housing and Community Development Rep.</b>     | Joseph Reid                               |
| <b>Council Representative to Planning Board</b>                    | Ronald Dzingleski                         |
| <b>Alternates to Transportation Coordinating Committee</b>         | Joseph Perez & Joseph Reid                |
| <b>Middlesex County Health and Wellness Council Representative</b> | Noreen Carolan-Genthe                     |

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**  
**#2021 - 05**

**MEETING DATES FOR 2021**

BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta that the following meeting dates have been scheduled for the year 2021:

|                   |                    |
|-------------------|--------------------|
| January 20, 2021  | July 21, 2021      |
| February 17, 2021 | August 17, 2021    |
| March 17, 2021    | September 15, 2021 |
| April 21, 2021    | October 20, 2021   |
| May 19, 2021      | November 17, 2021  |
| June 16, 2021     | December 15, 2021  |

Meetings will begin at 7:00 p.m. The Borough Council may introduce and/or adopt ordinances, pass resolutions, or transact any other business within its power at any of the above listed meetings. The meetings will be held at the Helmetta Municipal Building, 51 Main Street, Helmetta, NJ.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

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\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**  
**# 2021 - 06**

**A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES TO GERARD STANKIEWICZ, CPA, RMA FOR AUDITING SERVICES FOR THE 2021 CALENDAR YEAR**

WHEREAS, the Borough of Helmetta ("Borough") has determined there exists a need for auditing services in the Borough of Helmetta during the 2021 calendar year; and

WHEREAS, Gerard Stankiewicz, CPA, RMA has submitted a proposal, attached hereto, indicating he will provide auditing services of the General, Water Utility and Sewer Utility Funds as the Borough Auditor as per his contract and such additional services as required in accordance with the fee schedule attached to the proposal; and

WHEREAS, the term of this contract is one (1) year from January 1, 2021 to December 31, 2021; and

WHEREAS, the Chief Financial Officer has certified in writing that the fee for this contract will exceed \$17,500; and,

WHEREAS, Gerard Stankiewicz, CPA, RMA has completed and submitted a Helmetta Borough Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Gerard Stankiewicz, CPA, RMA has completed and submitted the necessary disclosure of political contributions pursuant to N.J.S.A. 19:44A-20.26; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A: 11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Borough Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the Borough.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Gerard Stankiewicz, CPA, RMA for the provision of auditing services as Borough Auditor for the 2021 calendar year.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5; and

BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published in the Home News & Tribune and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 1-01-20-706-020.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
 SANDRA BOHINSKI, RMC  
 Municipal Clerk

**RESOLUTION**  
**#2021 - 07**

**A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR  
PROFESSIONAL SERVICES TO TERENCE M. VOGT OF REMINGTON,  
VERNICK FOR ENGINEERING SERVICES AS THE BOROUGH  
ENGINEER FOR THE 2021 CALENDAR YEAR**

WHEREAS, the Borough of Helmetta ("Borough") has determined that there exists a need for engineering services in the Borough during the 2021 calendar year; and

WHEREAS, Terence M. Vogt of Remington & Vernick Engineers has submitted a proposal, attached hereto, indicating that he will provide engineering services to the Borough as per his contract and such additional services as required in accordance with the fee schedule attached to the proposal; and

WHEREAS, the term of this contract is one (1) year from January 1, 2021 to December 31, 2021; and

WHEREAS, the Chief Financial Officer has certified in writing that the fee for this contract will exceed \$17,500; and,

WHEREAS, Terence M. Vogt of Remington & Vernick Engineers has completed and submitted a Helmetta Borough Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Terence M. Vogt of Remington & Vernick Engineers has completed and submitted the necessary disclosure of political contributions pursuant to N.J.S.A. 19:44A- 20.26; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A: 11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Borough Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the Borough.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta, Middlesex County, New Jersey that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Terence M. Vogt of Remington & Vernick Engineers for the provision of engineering services as the Borough Engineer for the 2021 calendar year.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5;

BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published in the Home News & Tribune and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 1-01-20-715-020.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
 SANDRA BOHINSKI, RMC  
 Municipal Clerk

**RESOLUTION**  
**#2021 - 08**

**A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR  
PROFESSIONAL SERVICES FOR PLANNING SERVICES FOR THE  
CALENDAR YEAR OF 2021**

WHEREAS, the Borough of Helmetta ("Borough") has determined that there exists a need for planning services in the Borough during the 2021 calendar year; and

WHEREAS, Terence M. Vogt of Remington & Vernick Engineers has submitted a proposal, attached hereto, indicating that he will provide planning services to the Borough as per his contract and such additional services as required in accordance with the fee schedule attached to the proposal; and

WHEREAS, the term of this contract is one (1) year from January 1, 2021 to December 31, 2021; and

WHEREAS, the Chief Financial Officer has certified in writing that the fee for this contract will exceed \$17,500; and,

WHEREAS, Terence M. Vogt of Remington & Vernick Engineers has completed and submitted a Helmetta Borough Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Terence M. Vogt of Remington & Vernick Engineers has completed and submitted the necessary disclosure of political contributions pursuant to N.J.S.A. 19:44A-20.26; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Borough Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the Borough.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta, Middlesex County, New Jersey that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Terence M. Vogt of Remington & Vernick Engineers for the provision of planning services as the Borough Planner for the 2021 calendar year.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A: 11-5; and

BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published in the Home News & Tribune and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 1-01-20-715-020.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
 SANDRA BOHINSKI, RMC  
 Municipal Clerk



**RESOLUTION**

**#2021 - 9**

**A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES TO MATTHEW GIACOBBE, ESQ. OF CLEARY GIACOBBE, ALFIERI, JACOBS, LLC AS LABOR AND EMPLOYMENT COUNSEL FOR THE BOROUGH OF HELMETTA FOR THE 2021 CALENDAR YEAR**

WHEREAS, the Borough of Helmetta ("Borough") has determined that there is a need for the legal services of a labor and employment attorney during the 2021 calendar year; and

WHEREAS, Matthew Giacobbe, Esq. of the firm of Cleary, Giacobbe, Alfieri, Jacobs, LLC has submitted a proposal indicating he, and members of his firm, will provide legal services on labor and employment issues for the hourly rate of One Hundred Fifty Dollars (\$150.00); and

WHEREAS, the term of this contract is for one (1) year from January 1, 2021 to December 31, 2021; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Matthew Giacobbe, Esq. of LLC for the provision of legal services as labor and employment counsel; and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A: 11-5; and

BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published in the Home News as required by law within ten (10) days of its passage and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**

**#2021 - 10**

**A RESOLUTION AUTHORIZING THE APPOINTMENT OF JENNIFER BURGESS, ESQ. AS MUNICIPAL PROSECUTOR FOR THE BOROUGH OF HELMETTA FOR THE 2021 CALENDAR YEAR**

WHEREAS, the Borough of Helmetta ("Borough") has determined that there is a need for the legal services of a municipal prosecutor during the 2021 calendar year; and

WHEREAS, Jennifer Burgess, Esq. has submitted a proposal indicating that he will provide legal services as Municipal Prosecutor for the Borough for \$400.00 a Court Session not to exceed \$7200.00; and

WHEREAS, the term of this contract is for one (1) year from January 1, 2021 to December 31, 2021; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Jennifer Burgess, Esq. for the provision of legal services as a municipal prosecutor in an amount of \$600.00 a Court session not to exceed \$7,200.00; and

BE IT FURTHER RESOLVED that these appointments are being made without competitive bidding since the appointments involve members of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5; and

BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published in the Home News & Tribune and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 1-01-25-757-020.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**  
**#2021 - 11**

**A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR  
PROFESSIONAL SERVICES TO THOMAS ROSELLI FOR LEGAL SERVICES AS  
THE BOROUGH'S PUBLIC DEFENDER FOR THE 2021 CALENDAR YEAR**

WHEREAS, the Borough of Helmetta (the "Borough") has determined that there is a need for the legal services of a public defender during the 2021 calendar year; and

WHEREAS, N.J.S.A. 40A: II-5 (1) (a) (i) permits the Borough of Helmetta to award a professional services contract without public advertising for bids and bidding; and

WHEREAS, Thomas Roselli has submitted a proposal indicating that he will provide legal services as Public Defender for the Borough for \$300.00 per session, not to exceed twelve (12) sessions per year; and

WHEREAS, the term of this contract is for one (1) year from January 1, 2021 to December 31, 2021; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A: 11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Thomas Roselli for the provision of legal services as public defender to the Borough in an amount not to exceed \$3,600.00; and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5; and

BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published in the Home News & Tribune and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 1-01-42-856-020.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
 SANDRA BOHINSKI, RMC  
 Municipal Clerk

**RESOLUTION  
#2021 -12**

**APPOINTMENT OF ACTING MUNICIPAL COURT ADMINISTRATOR  
DANA MAHAN**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

DANA MAHAN

as ACTING MUNICIPAL COURT ADMINISTRATOR for the Borough of Helmetta for a term to expire 12/31/21

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#2021 -13**

**APPOINTMENT OF MUNICIPAL COURT STAFF**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

Christine Hughes      Violations Clerk

Lori Kartelias      Violations Clerk

as MUNICIPAL COURT STAFF for the Borough of Helmetta for a term to expire 12/31/21.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk



**RESOLUTION  
# 2021 - 14**

**APPOINTMENT OF FIRE MARSHAL**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

JOSEPH KOTORA

as FIRE MARSHAL for the Borough of Helmetta for a term to expire on 12/31/21.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#2021 - 15**

**APPOINTMENT OF TAX SEARCH OFFICIAL**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

TINA Mc DERMOTT

as TAX SEARCH OFFICIAL for the Borough of Helmetta for a term to expire 12/31/21.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#2021 - 16**

**APPOINTMENT OF ASSESSMENT SEARCH OFFICIAL**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

SANDRA BOHINSKI

as ASSESSMENT SEARCH OFFICIAL for a term to expire 12/31/21.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#2021 - 17**

**APPOINTMENT OF ASSISTANT TAX COLLECTOR AND UTILITY REVENUE  
COLLECTOR**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council, do hereby appoint

CAROL FEIG

as ASSISTANT TAX COLLECTOR and IUTILITY REVENUE COLLECTOR for the Borough of Helmetta for a term to expire 12/31/21.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#2021 -18**

**APPOINTMENT OF BACK-UP WATER OPERATOR**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council, do hereby appoint

PAUL REED

as BACK-UP WATER/SEWER OPERATOR for the Borough of Helmetta for a term to expire 12/31/21.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal

**RESOLUTION  
#2021 -19**

**APPOINTMENT OF PURCHASING/BUYER**

I, Chris Slavicek Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

SANDRA BOHINSKI

as PURCHASING/BUYER for a term to expire 12/31/21.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#2021 - 20**

**APPOINTMENT OF COUNCIL REPRESENTATIVE TO PLANNING BOARD**

BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta that

RONALD DZINGLESKI

be and is hereby elected as COUNCIL REPRESENTATIVE TO THE HELMETTA PLANNING BOARD for a one-year term to expire 12/31/21.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#2021- 21**

**APPOINTMENT OF MIDDLESEX COUNTY HOUSING AND COMMUNITY  
DEVELOPMENT REPRESENTATIVE**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

JOSEPH REID

as a REPRESENTATIVE TO THE MIDDLESEX COUNTY HOUSING  
AND COMMUNITY DEVELOPMENT COMMITTEE FOR THE CALENDAR YEAR  
OF 2021.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk



**RESOLUTION  
#2021 - 22**

**APPOINTMENT OF ALTERNATE TO MIDDLESEX COUNTY HOUSING AND  
COMMUNITY DEVELOPMENT**

BE IT RESOLVED, that

PETER KARCZEWSKI

is hereby appointed as an ALTERNATE MEMBER TO MIDDLESEX COUNTY HOUSING AND COMMUNITY DEVELOPMENT Community for the Borough of Helmetta for the calendar year 2021.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#2021 - 23**

**APPOINTMENT OF FLOOD CONTROL REPRESENTATIVE**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

PAUL REED

as the year 2021 FLOOD CONTROL REPRESENTATIVE.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**  
**#2021 - 24**

**APPOINTMENT OF ALTERNATE TO TRANSPORTATION COORDINATING COMMITTEE**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

JOSEPH PEREZ & JOSEPH REID

as the year 2021 BOROUGH OF HELMETTA ALTERNATE TO TRANSPORTATION COORDINATING COMMITTEE.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**  
**#2021 - 25**

**APPROVAL OF CASH MANAGEMENT PLAN FOR 2021**

WHEREAS, N.J.S.A. 40A:5-7.1 and 5-7.3 permits public funds of a municipality to be invested in any insured Association or any Federal Association, whose principal office is located within the State of New Jersey; and

WHEREAS, it is advisable that funds of this municipality on hand and not needed temporarily be invested in such accounts yielding a return in the investment at such time as the Borough of Helmetta may be in the position to do so

WHEREAS, N.J.S.A. 40A:5-14 requires the approval of a cash management plan annually;

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Helmetta in the County of Middlesex and State of New Jersey, that the Borough Chief Financial Officer is hereby authorized and directed to make such investments of public funds of the Borough of Helmetta on hand and not needed temporarily in any insured Association of Federal Association, in such Principal Office, or Branch Office, up to the amount for which such accounts are insured, pursuant to N.J.S.A. 40A:5-7 and 5-7.3.

**CASH MANAGEMENT PLAN OF THE BOROUGH OF HELMETTA,  
COUNTY OF MIDDLESEX, NEW JERSEY**

**STATEMENT OF PURPOSE**

This Cash Management Plan ( the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investments ("Permitted Investments") of certain public funds of the Borough of Helmetta, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to ensure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to ensure that any Deposit or Permitted Investment matures within the time period that approximates the perspective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN  
The Plan intended to cover the deposit and/or investment of the accounts of the Borough  
of Helmetta:

ALL FUNDS

DESIGNATION OF OFFICIALS OF THE BOROUGH OF  
HELMETTA AUTHORIZED TO MAKE DEPOSITS AND  
INVESTMENTS UNDER THE PLAN AND AUTHORIZED SIGNERS  
FOR THE ACCOUNTS

The Chief Financial Officer of the Borough of Helmetta (the Designated Official) is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Borough of Helmetta are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgement kept on file with such officials.

The following signers are authorized to sign checks for the Year 2021.

CLEARING ACCOUNT:

MAYOR or COUNCIL PRESIDENT

And

CFO

PAYROLL ACCOUNT:

MA YOR or COUNCIL PRESIDENT

And

CFO or BOROUGH CLERK

DESIGNATION OF DEPOSITORIES

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

BCB Bank

New Jersey Cash Management Fund

TD Bank

Wachovia

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official referred to in Section III above.

DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL

The following firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official of the Borough of Helmetta referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official referred to in Section III above.

NONE

AUTHORIZED INVESTMENTS

Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America.

Government money market mutual funds.

Any obligations that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or external factor;

Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within the school district is located;

Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investments of the Department of the Treasury for Investments by Local Units;

Local government investment pools;

Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281(c.52:18A-90A); or

Agreements for the repurchase of fully collateralized securities if:  
the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;

the custody of collateral is transferred to a third party;

the maturity of the agreement is not more than 30 days;

the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236(C.17:9-41); and

A master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms "government money market mutual fund" and "local government investment pool" shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust: which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940", 15 U.S.C. sec.80a-1 et seq., and operated in accordance with 17 C.F.R. sec.270.2a-7.

The portfolio of which is limited to US Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec.270.2a-7 and repurchase agreements that are collateralized by such US Government securities; and

Which has: attained the higher ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or  
Retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940," 15 U.S.C. sec.80b-1 et seq., with experience investing in US Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool.

An Investment pool:

(a) which is managed in accordance with 17 C.F.R. sec.270.2a-7; which is rated in the highest category by a nationally recognized statistical rating organization; which is limited to US Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. see 270.2a-7 and repurchase agreements that are collateralized by such US Government securities; which is in compliance with rules adopted pursuant to the "Administrative Procedure Act", P.L. 1968,c.410(c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments; which does not permit investments in instruments that are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have value that approximates their par value; or utilize an index that does not support a stable net asset value; and which purchases and redeems investments directly from the issuer, government money market mutual fund, of the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9(C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in US Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such US Government securities.

B. Notwithstanding the above authorization, the moneys on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

NO INVESTMENT TO EXCEED ONE (1) YEAR

SAFEKEEPING CUSTODY PAYMENT & ACKNOWLEDGEMENT OF RECEIPT OF PLAN

To the extent that any Deposit of Permitted Investment involves a document or security which is not physically held by the Borough of Helmetta, then such instrument or

security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough of Helmetta to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investment are either received by the Borough of Helmetta or by a third party custodian prior to or upon the release of the Borough of Helmetta funds.

To assure that all parties with whom the Borough of Helmetta deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official.

#### REPORTING REQUIREMENTS

On the first day of each month during which this Plan is in effect, the Designated Official referred to in Section III hereof shall supply to the Governing Body of the Borough of Helmetta a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

The name of any institution holding funds of the Borough of Helmetta as a Deposit or a Permitted Investment.

The number of securities or Deposits purchased or sold during the immediately preceding month.

The class or type of securities purchased, or Deposits made.

The book value of such Deposits or Permitted Investments.

The earned income on such Deposits or Permitted investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.

The fees incurred to undertake such Deposits or Permitted Investments.

The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.

All other information which may be deemed reasonable from time to time by the Governing Body of the Borough of Helmetta.

#### TERM OF PLAN

This Plan shall be in effect from January 1, 2021 to December 31, 2021. Attached to this Plan is a resolution of the Governing Body of the Borough of Helmetta approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official is directed to supply copies of the amendment to all parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.



|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#202 - 26**

**RETURNED CHECK CHARGE**

BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, that any checks returned to the Borough of Helmetta, will be subject to a charge of twenty-five dollars (\$25.00).

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

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\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**  
**#2021 - 27**

**CANCELLATION OF MINIMUM BALANCES**

WHEREAS, Chapter 113 of P.L.1996 allows the Tax Collector to cancel minimum balances as they occur without the requirement of the Governing Body's approval of each individual account; and

WHEREAS, to save time and paperwork for both the Governing Body and the Tax Collector by allowing the Tax Collector to cancel these balances upon occurrence instead of listing them for resolution approval.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta that the Tax Collector is hereby authorized to cancel minimum balances and credits under the amount of \$10.00 as they occur throughout the calendar year of 2021.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

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\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#2021 - 28**

**AUTHORIZATION TO CONDUCT TAX LIEN SALE**

WHEREAS, there remains on the records and books of the Borough of Helmetta delinquent taxes, water and sewer utility charges, and other municipal charges owing as of December 31, 2018; and

WHEREAS, N.J.S.A. 54-5 et seq., provides for the enforcement and collection of such delinquencies through a tax lien sale; and

WHEREAS, the Tax Collector is empowered by statute to conduct and preside over the sale of liens; and

WHEREAS, N.J.S.A. 54:-26 has been amended to allow the Tax Collector to mail two (2) notices in lieu of two (2) newspaper advertisements in preparation for the tax lien sale and add \$25.00 per mailing to the cost of the sale (per property);

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, County of Middlesex, State of New Jersey, that the Borough of Helmetta Tax Collector be and is hereby authorized to conduct a tax lien sale for 2020 delinquent taxes, utility and other municipal charges;

BE IT FURTHER RESOLVED that the Tax Collector is authorized to charge \$25.00 per property mailing to the costs of the lien sale.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#2021 - 29**

**INTEREST ON DELINQUENT TAXES**

BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, County of Middlesex, State of New Jersey that in accordance with Chapter 54:4-67 of the New Jersey Statutes the interest rate on delinquent taxes shall be eight per cent (8) annum on the first \$1500.00 of delinquency, and 18 per annum on any amount in the excess of \$1500.00 to be calculated from the date the tax was payable until the date of actual payment. There shall be a ten (10) day grace period for payment of taxes.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#2021 - 30**

**PENALTY FOR DELINQUENCIES OVER \$10,000.00**

WHEREAS, N.J.S.A. 54: 4- 67 has been amended to adopt into the law a provision which permits the Governing Body to fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay the delinquency prior to the end of the calendar year. The penalty so fixed shall not exceed 6 per cent of the amount of delinquency; and

WHEREAS, the Borough of Helmetta desires to adopt a penalty provision as authorized by N.J.S.A. 54:4-67,

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta, County of Middlesex, State of New Jersey, that the Borough of Helmetta hereby adopts and authorizes the Tax Collector of the Borough of Helmetta to assess an additional six per cent (6) penalty to any taxpayer with a delinquency of all taxes and municipal charges due in excess of ten thousand dollars (\$10,000.00) who fails to pay the delinquency prior to the end of the calendar year.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**

**#2021 - 31**

**INTEREST ON DELINQUENT WATER & SEWER PAYMENTS**

WHEREAS, the Mayor and Council of the Borough of Helmetta has established an interest rate in accordance with State law for unpaid water rents and sewer user charges;

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED that the Collector of Sewer and Water Revenue be and is hereby authorized to charge eight per cent (8) per annum as interest to be paid on delinquent accounts for unpaid balances of less than \$1500.00 and eighteen per cent (18) per annum as the interest to be paid on delinquent accounts with unpaid balances of more than \$1,500.00. Payments are due thirty (30) days from billing date.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**  
**#2021 - 32**

**OFFICIAL NEWSPAPERS - HOME NEWS TRIBUNE & SENTINEL**

BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, County of Middlesex, State of New Jersey, that the

HOME NEWS TRIBUNE  
SENTINEL

be and are hereby designated as the OFFICIAL NEWSPAPERS for the Borough of Helmetta for the year 2021.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk



**RESOLUTION**  
**#2021 - 33**

**A RESOLUTION AUTHORIZING A PETTY CASH FUND IN THE BOROUGH OF HELMETTA FOR THE 2021 CALENDAR YEAR**

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund upon written application to and after approval by the director; and

WHEREAS, the Borough established a Petty Cash Fund in the amount of \$175.00 which was approved by the Division of Local Government Services; and

WHEREAS, the Division of Local Government Services recommends the approval of a petty cash fund annually.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta, Middlesex County, New Jersey that the Helmetta Petty Cash Fund is authorized and approved for calendar year 2021 in the amount of \$175.00.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

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\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**  
**#2021 - 34**

**A RESOLUTION AUTHORIZING THE CUSTODIAN OF THE PETTY CASH  
FUND FOR THE BOROUGH OF HELMETTA FOR FISCAL YEAR 2021**

WHEREAS, Matthew Crane, is bonded by virtue of a surety bond,

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta that Matthew Crane is hereby appointed custodian of the Helmetta Petty Cash Fund; and

BE IT FURTHER RESOLVED that two copies of this Resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

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\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#2021 – 35**

**RESOLUTION APPROVING 2021 TEMPORARY BUDGET  
APPROPRIATIONS**

**WHEREAS**, in the normal operation of the business of the Borough of Helmetta, it will be necessary for making contracts, commitments, and payments prior to the adoption of the regular 2021 budget for the Borough of Helmetta; and

**WHEREAS**, revised Statute 40A:4-19 of the State of New Jersey provides that the Governing Body of any municipality may make temporary appropriations to provide for any contracts, commitments, or payments to be made between the beginning of the budget year and the adoption of the final budget; and

**WHEREAS**, the date of this Resolution is within the first thirty (30) days of the month of January 2021; and

**WHEREAS**, the total amount of appropriations hereunder of 757,650.00 does not exceed twenty-six and one quarter percent (26.25%) of the total budget appropriations of the Borough of Helmetta for 2021, exclusive of any 2021 appropriations made for debt service, capital improvement fund and public assistance, and exclusive of 2021 debt service appropriations.

**NOW, THEREFORE, BE IT RESOLVED** that the following temporary budget for the Borough of Helmetta for the year 2021 be adopted, and a certified copy of this Resolution be forwarded to the Borough Chief Financial Officer for their records.

| <b>Current Fund</b> |                     |            |
|---------------------|---------------------|------------|
| 9-01-20-120-010     | Municipal Clerk S&W | \$6,000.00 |
| 9-01-20-120-020     | Municipal Clerk OE  | \$2,000.00 |
| 9-01-20-701-010     | Administrator S&W   | \$7,000.00 |
| 9-01-20-701-020     | Administrator OE    | \$1,000.00 |
| 9-01-20-705-010     | Finance S&W         | \$7,200.00 |

|                 |                            |             |
|-----------------|----------------------------|-------------|
| 9-01-20-705-021 | Finance OE                 | \$7,000.00  |
| 9-01-20-708-010 | Tax Collection S&W         | \$2,500.00  |
| 9-01-20-708-021 | Tax Collection OE          | \$4,000.00  |
| 9-01-20-710-010 | Tax Assessor S&W           | \$3,150.00  |
| 9-01-20-710-020 | Tax Assessor OE            | \$1,000.00  |
| 9-01-20-712-020 | Legal Services OE          | \$17,000.00 |
| 9-01-21-720-010 | Planning Board S&W         | \$1,000.00  |
| 9-01-21-720-020 | Planning Board OE          | \$1,100.00  |
| 9-01-22-725-010 | Uniform Construction S&W   | \$1,400.00  |
| 9-01-23-730-020 | Liability Insurance        | \$10,000.00 |
| 9-01-23-732-020 | Worker's Comp Insurance    | \$10,000.00 |
| 9-01-23-733-020 | Health Insurance Employee  | \$53,000.00 |
| 9-01-25-749-020 | Fire OE                    | \$9,000.00  |
| 9-01-25-752-010 | Fire Prevention S&W        | \$1,000.00  |
| 9-01-25-757-020 | Municipal Prosecutor OE    | \$1,200.00  |
| 9-01-26-315-020 | Vehicle Maintenance OE-DPW | \$3,000.00  |
| 9-01-26-765-010 | Streets & Roads S&W        | \$50,000.00 |
| 9-01-26-765-020 | Streets & Roads OE         | \$6,000.00  |
| 9-01-26-771-010 | Recycling S&W              | \$2,500.00  |
| 9-01-26-772-020 | Buildings & Grounds OE     | \$8,000.00  |
| 9-01-27-788-010 | Animal Control S&W         | \$900.00    |
| 9-01-43-788-020 | Animal Control OE          | \$1,000.00  |
| 9-01-28-795-020 | Recreation OE              | \$2,600.00  |
| 9-01-28-796-020 | Parks OE                   | \$500.00    |
| 9-01-31-825-020 | Electricity OE             | \$6,000.00  |

|                           |                                |                     |
|---------------------------|--------------------------------|---------------------|
| 9-01-31-826-020           | Street Lighting OE             | \$5,000.00          |
| 9-01-31-827-020           | Telephone OE                   | \$5,500.00          |
| 9-01-31-829-030           | Natural Gas OE                 | \$5,000.00          |
| 9-01-31-830-020           | Fuel Oil Purchase OE           | \$1,000.00          |
| 9-01-31-831-020           | Postage OE                     | \$2,000.00          |
| 9-01-31-832-020           | Copy OE                        | \$2,000.00          |
| 9-01-31-833-020           | Gasoline                       | \$3,500.00          |
| 9-01-31-834-020           | Office Supplies OE             | \$500.00            |
| 9-01-32-837-020           | Landfill/Solid Waste           | \$13,000.00         |
| 9-01-36-845-015           | Social Security                | \$15,000.00         |
| 9-01-42-855-010           | Municipal Court S&W            | \$8,000.00          |
| 9-01-42-855-020           | Municipal Court OE             | \$1,000.00          |
| <b>Interlocals</b>        |                                |                     |
| 9-01-43-746-030           | Police Shared Service          | \$195,000.00        |
| 9-01-43-770-020           | Trash Removal                  | \$14,000.00         |
| 9-01-43-750-020           | EMS Services                   | \$5,000.00          |
| 9-01-43-785-020           | Middlesex CO Board of Health   | \$5,000.00          |
| 9-01-43-786-020           | Middlesex CO Recycling Program | \$4,500.00          |
| <b>TOTAL CURRENT FUND</b> |                                | <b>\$511,050.00</b> |
| <b>WATER UTILITY FUND</b> |                                |                     |
| 9-05-55-500-010           | Salary and Wages               | \$20,000.00         |
| 9-05-55-500-021           | Other Expenses                 | \$23,000.00         |
| 9-05-55-500-025           | Purchase of Water              | \$78,000.00         |
| 9-05-55-511-024           | Social Security System         | \$2,000.00          |

|                                 |                        |                     |
|---------------------------------|------------------------|---------------------|
| <b>TOTAL WATER UTILITY FUND</b> |                        | <b>\$123,000.00</b> |
| <b>SEWER UTILITY FUND</b>       |                        |                     |
| 9-07-55-500-010                 | Salary and Wages       | \$20,000.00         |
| 9-07-55-500-021                 | Other Expenses         | \$26,000.00         |
| 9-07-55-500-023                 | Monroe MUA Charges     | \$75,600.00         |
| 9-07-55-511-026                 | Social Security System | \$2,000.00          |
| <b>TOTAL SEWER UTILITY FUND</b> |                        | <b>\$123,600.00</b> |
|                                 |                        |                     |
| <b>GRAND TOTAL</b>              |                        | <b>\$757,650.00</b> |

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#2021- 36**

**APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

SANDRA BOHINSKI

As PUBLIC AGENCY COMPLIANCE OFFICER for the Borough of Helmetta for a term to expire 12/31/21.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**  
**#2021 - 37**

**APPOINTMENT OF RECYCLING COORDINATOR**

I, Chris Slavicek, Mayor of the Borough of Helmetta with the advice and consent of the Borough Council do hereby appoint

**PAUL REED**

as the RECYCLING COORDINATOR OFFICER for the Borough of Helmetta for a term to expire 12/31/21.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk



**RESOLUTION**  
**#2021 - 38**

**APPOINTMENT OF DEPUTY RECYCLING COORDINATOR**

I, Chris Slavicek, Mayor of the Borough of Helmetta with the advice and consent of the Borough Council do hereby appoint

SANDRA BOHINSKI

as the DEPUTY RECYCLING COORDINATOR OFFICER for the Borough of Helmetta for a term to expire 12/31/21.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**

**#2021- 39**

**APPOINTMENT OF BOROUGH ADMINISTRATOR**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

**MATTHEW CRANE**

as BOROUGH ADMINISTRATOR for the Borough of Helmetta for a term to expire 12/31/21.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**  
**#2021 - 40**

**APPOINTMENT OF ABANDONED/ VACANT PROPERTY OFFICIAL**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council, do hereby appoint

JOSEPH KOTORA

as the ABANDONED/VACANT PROPERTY OFFICIAL for the calendar year 2021.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**  
**#20121 - 41**

**APPOINTMENT OF REPRESENTATIVE TO SOLID WASTE ADVISORY  
COUNCIL (SWAC) – PAUL REED**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council, do hereby appoint

PAUL REED

as the Representative for the Borough of Helmetta to SWAC for the calendar year 2021.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**  
**#2021 - 42**

**APPOINTMENT OF MIDDLESEX COUNTY HEALTH & WELLNESS COUCIL  
REPRESENTATIVE**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

**Noreen Carolan-Genthe**

as a REPRESENTATIVE TO THE MIDDLESEX COUNTY HEALTH  
AND WELLNESS COUNCIL REPRESENTATIVE FOR THE CALENDAR YEAR  
OF 2021.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**

**#2021 - 43**

**APPOINTMENT OF OFFICE OF EMERGENCY MANAGEMENT (OEM)  
COORDINATOR**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

Jack Kramer

as Office of Emergency Management Coordinator for the Borough of Helmetta for a term to expire 12/31/21.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**  
**#2021- 44**

**APPOINTMENT OF OFFICE OF EMERGENCY MANAGEMENT (OEM) DEPUTY  
COORDINATOR**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

Kevin Palmer

as Office of Emergency Management Deputy Coordinator for the Borough of Helmetta for a term to expire 12/31/21.

]

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION  
#2021 - 45**

**APPOINTMENT OF DARREN DORAN  
CERTIFIED PUBLIC WORKS MANAGER**

**BE IT RESOLVED** that Darren is hereby appointed as the Certified Works Manager (CPWM) for a term of one year expiring on 12/31/2021.

]

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk



**RESOLUTION  
#2021 – 46**

**APPOINTMENT OF WATER SEWER OPERATOR**

**BE IT RESOLVED** that DARREN DORAN be hereby appointed as Water/Sewer Operator for the year 2021.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

RESOLUTION  
#2021 – 47

APPOINTMENT OF DEPUTY REGISTRAR

**BE IT RESOLVED** that Tina McDermott is hereby appointed as Deputy Registrar for a term expiring 12/31/2021

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

\_\_\_\_\_  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**  
**#2021 – 48**

**A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR  
PROFESSIONAL SERVICES TO GLUCK WALRATH LLP AS BOROUGH BOND  
COUNSEL FOR THE BOROUGH FOR THE 2021 CALENDAR YEAR.**

**WHEREAS**, the Borough of Helmetta has determined that there is a need for the legal services relating to bonds and notes within the Borough during the 2021 calendar year; and

**WHEREAS**, the term of this contract is for one (1) year January 1, 2021 to December 31, 2021; and

**WHEREAS**, Gluck Walrath LLP has completed and submitted a Helmetta Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8, and

**WHEREAS**, Gluck Walrath LLP has completed and submitted the necessary disclosure of political contributions pursuant to N.J.S.A. 19:44a-20.26; and

**WHEREAS**, the services to be provided and considered to be “Professional Services” Pursuant to the Local Contract Law, N.J.S.A. 40A:11-1, et seq.: and

**WHEREAS**, the Local Public Contracts Law authorizes the awarding of a contract for “Professional Services” without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be made available for public inspection in the office of the Borough Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the Borough.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Gluck 2021 Walrath LLP for the provision of legal services as the Borough’s Bond Counsel for the calendar year.

**BE IT FURTHER RESOLVED** that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5.

**BE IT FURTHER RESOLVED** that a notice stating the nature, duration, service and the amount of this contract shall be published in the Home News Tribune and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

|                | Motion | Second | Aye | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Dzingleski     |        |        |     |     |         |        |
| Carolan-Genthe |        |        |     |     |         |        |
| Duffy          |        |        |     |     |         |        |
| Karczewski     |        |        |     |     |         |        |
| Perez          |        |        |     |     |         |        |
| Reid           |        |        |     |     |         |        |

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 4, 2021.

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SANDRA BOHINSKI, RMC  
Municipal Clerk

**RESOLUTION**  
**#2021 – 49**

**RESOLUTION AUTHORIZING THE BOROUGH OF HELMETTA TO ACCEPT A  
SUBGRANT AWARD OF THE FEDERAL FISCAL YEAR 2020 OF EMERGENCY  
MANAGEMENT PERFORMANCE GRANT AND EMERGENCY MANAGEMENT AGENCY  
ASSISTANCE**

**WHEREAS**, the Borough of Helmetta Office of Emergency Management has been awarded Subgrant Award #FY20-EMPG-EMMA-1206 from the New Jersey Department of Law and Public Safety, Office of the Attorney General for the period of July 1, 2020 – June 30, 2021. The subgrant, consisting of \$10,000.00 Federal Award is for the purpose of enhancing the Borough's ability to prevent, protect against, respond to and recover from acts of terrorism, natural disasters and other catastrophic events and emergencies: and

**WHEREAS**, the Borough of Helmetta will use these funds for emergency management purposes; and

**WHEREAS**, the subgrant award incorporates all conditions and representations contained or made in application and notice of award; and

**WHEREAS**, the Borough of Helmetta Office of Emergency Management, designated by the New Jersey State Police, Office of Emergency Management, has submitted an Application for Subgrant Award that has been required by the said New Jersey State Office of Emergency Management.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Helmetta, in the County of Middlesex, State of New Jersey:

1. That the Council accepts the award of the FFY20 EMPG-EMAA Subgrant in the amount of \$10,000.00 Federal Funds from the New Jersey State Police, Office of Emergency Management.
2. That the Chief Financial Officers and Director of Emergency Management are authorized to sign the appropriate subgrant award documents.
3. That copies of this resolution shall be forwarded to the New Jersey State Police, Office of Emergency Management, the Borough Business Administrator, the Chief Financial Officer and the County Division of Emergency Management and Office of the Treasury

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, County of Middlesex, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Borough Council on January 4, 2021.

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Sandra Bohinski, RMC  
Municipal Clerk